

2001 Open Enrollment for 2002

■ What's inside

Part-Time Local 587 Plan 2 Guide

Explains Plan 2 benefits, what's changing in 2002 and the changes you can make to your coverage.

Open Enrollment Form

Lists your current coverage (except insurance beneficiaries). If you decide to make changes, return the form **by Friday, November 2**. Your changes become effective January 1.

Flexible Spending Account Guide

Explains how FSAs work and includes an enrollment form on the last page (FSA participants must re-enroll each year). If you decide an FSA is for you, return the form **by Friday, November 2**.

Important Facts Booklet

Explains what happens to your benefits when different events occur. File for your reference.

Making Life Easier Program Magnet

Reminds you of another important benefit available to you and your family. Post on your refrigerator.

■ Answer these seven questions. Do you want to ...

- | | | |
|--|------------------------------|-----------------------------|
| 1. Change medical coverage? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Drop or reduce enhanced life insurance? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Change enhanced accidental death and dismemberment insurance? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Add or drop enhanced long term disability? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 5. Add or drop family members from coverage? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 6. Update your insurance beneficiaries? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 7. Participate in an FSA? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

■ If you check any "Yes" box ...

Return your open enrollment, FSA enrollment or both forms **by Friday, November 2** to Benefits & Well-Being. If you check all "No" boxes, do nothing -- simply keep all materials for reference.

■ Do you need a medical plan booklet?

To keep costs down, we've posted all plan information and booklets at www.metrokc.gov/ohrm/benefits. However, if you change medical, don't have Web access and need the plan booklet, circle your new plan on your open enrollment form. We'll mail the booklet to you.

■ Keep copies of everything for reference. Contact us if you have any questions.

Benefits & Well-Being

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